

APPENDIX B. 2012 FIELD SAMPLING FORMS

Specimen Tally and Location Form

Project Name:

Project No.:

Species Sampled:

Field Crew Initials:

[illegible]

Non-Target Species Tally and Location Form

Project Name:

Project No.:

Field Crew Initials:

Collection Date	Collection Time	Latitude	Longitude	Species	Length Min (mm)	Length Max (mm)	Total Weight (g ww)	Count	Comments

_____ of _____

CHAIN-OF-CUSTODY/TEST REQUEST FORM

Project/Client Name: _____
Project Number: _____
Contact Name: _____
Sampled By: _____

Ship to: _____
Attn: _____ Shipping Date: _____
Shipper: _____ Airbill Number: _____
Form filled out by: _____ Turnaround requested: _____

Sample Collection Date (m/d/y)	Time	Sample Identification	Volume of Sample / # of Containers	Matrix	Test(s) Requested (check test(s) required)					Comments / Instructions [Jar tag number(s)]
Total Number of Containers				Purchase Order / Statement of Work #						
1) Released by: Company: Windward Environmental Date/Time: Rec'd by: Company:		2) Released by: Company: Date/Time: Rec'd by: Company: Date/Time:		3) Released by: Company: Date/Time: Rec'd by: Company: Date/Time:		4) Released by: Company: Date/Time: Rec'd by: Company: Date/Time:		5) Released by: Company: Date/Time: Rec'd by: Company: Date/Time:		



200 West Mercer Street
Suite 401
Seattle, WA 98119
Tel: (206) 378-1364
Fax: (206) 217-9343

To be completed by Laboratory upon sample receipt:

Date of receipt: _____	Laboratory W.O. #: _____
Condition upon receipt: _____	Time of receipt: _____
Cooler temperature: _____	Received by: _____

Sample Labels

Windward Environmental LLC	
200 W. Mercer St., Suite 401, Seattle, WA 98119	
Tel: (206) 378-1364 Fax: (206) 217-0089	
Project No.:	Sampler initials:
Collection date:	Collection time:
Species:	
Specimen ID:	
Length (mm):	Weight (g)

Windward Environmental LLC	
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Species:	
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Species:	
Specimen ID:	
Length (mm):	Weight (g)



FIELD PROTOCOL MODIFICATION FORM

Page of Field Change No: Project No:

Project Name:

Field Protocol Modification:

CHANGE REQUEST

Applicable Reference:

Description of Change:

Reason for Change in Field Procedures or Analysis Variation (Please enter as much detail as possible):

Special Equipment, Materials or Personnel Required:

Impact on Present and Completed Work:

Steps Taken Toward Approval/Notification (Please add date and time, names, any forms of communication such as phone calls, e-mails, verbal communications, etc.):